

**Integrated Migration Local Development Programme****Terms of Reference**

Job title:	National Consultant to Support the evaluation of National Employment Strategy and design new strategic framework in this area
Duty Station:	Chisinau Moldova
Section/Unit:	Integrated Migration Local Development Programme
Type of Contract:	Individual Contract
Starting Date:	30 October 2015
Duration of Assignment:	10 months, estimated workload 65 days

Job Content**I. BACKGROUND**

The Government of Moldova explicitly acknowledges its commitment to generate employment and link migration and development at the local level. Institutions at all government levels are becoming increasingly aware that migration is one of development factors; this is especially true for emigrants and their potential support to the home communities through local essential service improvement (water, sanitation, education, health and social services), skill and knowledge transfer and income generating opportunities.

Given the stringent need to further advance with the implementation of the Decentralization Strategy and embedding migration aspects into development processes, the State Chancellery together with United Nations Development Programme have designed a new Programme phase of the Integrated Migration and Local Development Programme. The project is designed to support Central Public Authorities (CPAs) and LPAs to develop and implement strategic policies, methodologies and procedures related to temporary, permanent and circular migration and link them to local development processes, which will enable further design and implementation of joint service improvement and income-generating initiatives, ensuring equal access for women, children, young people the elderly, the disabled, and other population groups in selected localities. Moreover, the project is developed as a replicable approach with potentials for scaling up, with intensive capacity building and strengthening of national and local public authorities to better plan, manage, budget, and implement public service management with participation of community members, including migrants.

Thus, as seen above, integrating migration into local development requires a systematic, tangible and programmatic approach. The current project is proposed on the basis of the results achieved during the implementation of 3 phases of JILD (2007-2015), which has put a series of methodological approaches and strategic frameworks in place. It supports integrated and systematic local development planning and management, by tackling both central and local levels.

The Overall Objective of the Programme is: *Communities affected by migration benefit from improved essential local services, namely water and sanitation, health, social and education services, and have access to income-generating opportunities, including improved employment reintegration support for returnees.*

Considering the specific local development context, current situation and needs, the project sets two primary outcomes:

Outcome 1: The Ministry of Labour, Social Protection and Family and the National Employment Agency have mandates, capacities and resources to provide qualitative employment reintegration services to all returnees.

Outcome 2: Local public authorities have the capacities and resources to engage with community members, including migrants, and to promote know-how transfer from abroad with a view to improving local essential services and offering opportunities for income-generating activities.

The intervention supports the implementation of national development priorities, while responding to challenges of European Union driven reform. It is built on the priorities of the Government Programme 2015-2018, the National Development Strategy Moldova 2020, the National Decentralization Strategy 2012-2015, the Strategy on Migration and Asylum, the United Nations Partnership Framework (for 2013-2017), and Swiss Cooperation Strategy Republic of Moldova 2014-2017. In order to ensure an impact maximization and tangible results, the project intervention envisages strong synergies with BRD/IOM and NEXUS, as part of the programmatic intervention funded by Swiss Cooperation Office SDC.

II. SCOPE OF WORK

The overall objective of the National Consultant's assignment (hereinafter Consultant) is to assist the International Consultant and provide substantive expert consultancy and policy feedback to MLSPF in the process of the evaluation of National Employment Strategy and design a new strategic framework in this area, including migration aspects.

The Consultant will contribute to successful achievement of the Programme's Outcome 1; Output 1.1. *Ministry of Labour, Social Protection and Family (MLSPF) and Territorial Employment Agencies (TEA) have the necessary policy, institutional, budgetary frameworks for provision of employment reintegration services.* Under this Output, the project will support the MLSPF in developing methodologies in the design and promotion of the New Employment Strategy, integrating migration aspects, as well. This activity comes to generate new employment opportunities, enhance the successful transition to formal employment, facilitating the transition to employment of the migrants and contributes directly to the implementation of the National Action Plan for the Implementation of the RM-EU Association Agreement on the creation and implementation of strategic employment policies. This particular consultancy will be co-coordinated by UNDP together with ILO

III. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks and Activities	Estimated workload (days)
1. Support the MLSPF and International Consultant in assessing the degree of the implementation of the current National Employment Strategy	10
2. Design and deliver a series of trainings and workshop, under the guidance of the International Consultant, to build the capacities of MLSPF in the field of developing and implementation of strategic documents on employment, embedding migration aspects, mainstreaming gender equality and considering regional experiences – at least two trainings	10
3. Assist MLSPF and International Consultant in the design of the new strategic document and action plan on employment, embedding migration aspects, mainstreaming gender equality and considering regional experiences and relevant ILO technical experience on supporting the design of National Employment Strategies.	15
4. Provide support to MLSPF for organizing at least 10 public consultations (3 in Chisinau and 7 regionally) to review the draft National Employment Strategy with all relevant stakeholders, in close coordination with The Ministry of Labour, Worker	10

Organizations and Employer Organizations, TEA's as well as consulting with other organizations such as CALM, NEXUS and JISBs.	
5. Assist the MLSPF and International Consultant in analysing and incorporating feedback received from stakeholders' consultations	3
6. Assist the MLSPF in the promotion and advocacy for approval of the newly designed Strategy, Action Plan and procedures, methodologies and regulations for reintegration employment support, participate in meetings with stakeholders', conduct presentations etc.	4
7. Assist the International Consultant with establishing contacts and organization of meetings during three field missions to Moldova	8
8. Ensure the translation English – Romanian – English of all deliverables developed by/ in cooperation with the International Consultant	5
Total up to	65

IV. DELIVERABLES AND TIMEFRAME:

The assignment should be carried out within a period of 10 months, not exceeding 65 working days.

Deliverables	Timeframe
1. Progress Report on inception activities, including methodological documents (interview sheets, minutes of meetings, questioners, etc)	15 November 2015
2. Assessment Report on the degree of the implementation of the current National Employment Strategy and its Action Plan	15 December 2015
3. Progress report on proving support to the international consultant in developing the short overview of international practices on development and employment national policy documents and how to effectively integrate migration aspects, including list of all research documents collected for supporting, activities performed for this task.	20 February 2016
4. New strategic document and action plan on employment designed and endorsed by the UNDP	20 March, 2016
5. New strategic document and action plan on employment designed and endorsed by the MLSPF	30 March, 2016
6. Progress report on performing a series of trainings and workshops (at least two) designed and delivered to MLSPF representatives, including all training materials (agenda, training materials, list of participants, evaluation results)	30 April, 2016
7. Progress report on support provided to MLSPF for organizing at least 10 public consultations (3 in Chisinau and 7 regionally) to review the new National Employment Strategy, including the agenda, support materials, pictures, etc.	30 April, 2016
8. Table of comments and suggestions received from stakeholders, with the relevant analysis	
9. Progress report referring to the activity of the National Consultant: MLSPF is assisted with in the promotion and advocacy for approval of the newly designed Strategy, Action Plan and procedures, methodologies and regulations for reintegration employment support	30 May, 2016
10. Romanian/English translation of all national strategic policy documents developed under this assignment.	30 May 2016
11. Final Progress Report	15 June 2016

V. MANAGEMENT ARRANGEMENTS:

To fulfil the bellow-mentioned tasks the National Consultant will work in a team with an International Consultant (hired under a different ToR by UNDP Moldova). The International Consultant will lead the National Consultant, and will provide guidance to the MLSPF in this process.

He/she will work under the supervision of the Policy Component Manager of the Integrated Migration Local Development project and in and in very close coordination with the MLSPF and the International

Labour Organization's National Coordinator in Moldova and the Skills and Employment Specialist for Central and Eastern Europe.

. QUALIFICATIONS AND SKILLS REQUIRED

I. Qualifications:

- University/Master Degree in economics or related social sciences, employment policies, public administration or related areas.

II. Experience:

- At least 5 years of professional working experience in the field of employment, labour market dynamics, adult training policies, employability programmes with substantial recent work experience in the field of migration etc.;
- Proven experience of work in public administration related to employment or employability, employment agencies, other relevant public institutions;
- Proven experience in developing and delivering training programs for central and local governments, Employer Organizations, Worker Organizations, NGOs, etc.;
- Proven experience in developing analytical reports on employment, migration, decentralization, local governance, public finances;
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO. Previous experience in working with UN agencies or international organizations is an asset.

III. Competencies:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Strong, research, communications and writing skills;
- Fluency in Romanian and English, Russian (will be considered an advantage);
- Sensitivity and respect for sustainable development, human rights and gender equality;
- Ability to deal with people with tact and diplomacy
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.